

CONFIDENTIAL

CLASSIFY AS APPROPRIATE

RECOMMENDATION FOR SPECIAL ACHIEVEMENT OR EXCEPTIONAL ACCOMPLISHMENT AWARD						NUMBER (Do not write in this space)	
DATE OF SUBMISSION		NAME OF PERSON RECOMMENDED (last, first, middle initial)				SOCIAL SECURITY NUMBER	
12 January 1988		SEE PAGE 2					
POSITION TITLE		GRADE	CAREER SERVICE	DIRECTORATE/OFFICE/DIVISION			
			MLP	DS&T/FBIS/HED/AFSB/PPC			
TYPE OF AWARD		RECOMMENDED AMOUNT		BASED ON		INCLUSIVE DATES FOR WHICH RECOMMENDED	
SPECIAL ACHIEVEMENT		\$ 500.00		TANGIBLE SAVINGS \$		20 Aug-31 Dec 1987	
X EXCEPTIONAL ACCOMPLISHMENT				X INTANGIBLE BENEFITS	VALUE Exceptional		
			EXTENT Limited				
SUPPORTING NARRATIVE FOR RECOMMENDED AWARD AND SUBJECT OF AWARD							
<p>Exceptional Accomplishment Awards in the amount of \$500.00 are strongly recommended for each of the following employees of the FBIS Headquarters Engineering Division, Prepress Composition Section:</p> <div style="border: 1px solid black; height: 80px; margin: 10px 0;"></div> <p>During the period from 20 August 1987 to the present, this team has been responsible for the operation of the Xyvision composition subsystem, one of several subsystems associated with the Automated FBIS System (AFS). They have also provided support to the ATEX editorial subsystem of AFS. FBIS has relied on this group to fulfill all composition and graphics requirements to produce 8 Daily Report books and several JPRS publications on a daily basis. The section was severely understaffed during this period. Two of the compositor slots were unfilled. Three other members of the section were unexpectedly assigned almost full time to system administration of the ATEX system, in lieu of composition. The end result was that these 4 people had to do the work of eight. Nonetheless, no publishing deadlines were missed and the group was able to handle a greater than 20-percent increase in Daily Report output (compared to pre-AFS) as well as all of the JPRS reports sent to it.</p>							
(CONTINUED)							
<div style="text-align: right;">[] ADDITIONAL SHEET(S) ATTACHED</div>							
APPROVAL AND CONCURRENCE							
TITLE AND SIGNATURE OF RECOMMENDING OFFICIAL						DATE	
Chief, Engineering Support Group, FBIS						12 January 1988	
TITLE AND SIGNATURE OF [redacted] SERVICE HEAD						DATE	
Acting Director, Foreign Broadcast Information Service						5 FEB 1988	
CONCURRENCE OF DEPUTY DIRECTOR						DATE	

FORM 10-85 **3960** USE PREVIOUS EDITIONS

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NARRATIVE FOR RECOMMENDATION FOR EXCEPTIONAL ACCOMPLISHMENT AWARD (cont.)

This was a period of stressful transition for FBIS during which this group had to master the details of the AFS without the expected contractor support. At the same time, they were responsible for learning the specifics of FBIS operations and a set of changing FBIS style requirements. They were also responsible for working with the FBIS groups to initiate the procedures necessary to produce the FBIS products in the new automated environment. Their contributions in this last area included many suggestions which simplified the work of the FBIS editors. There were times when additional hours of work were necessary to get the job done. These people graciously accepted these responsibilities and rose to meet the challenge in a professional manner.

Because of the amount of time, attention, and resources that the ATEX editorial system required, this section worked quietly on their own, often in quite chaotic circumstances, to identify and resolve Xyvision composition, system, and user problems. All these tasks were performed while continuing to produce the Daily Report and JPRS publications daily. In addition, they were often called upon to backstop their colleagues in ATEX support on short notice.

Without this exceptional dedication, FBIS would not have been able to meet publishing deadlines and continue to provide consumers with the FBIS products. Despite the fact that this team was new to FBIS, they have adapted well to their changing work environment and have shown that they are experienced and professional compositors.

RECOMMENDED FOR EXCEPTIONAL ACCOMPLISHMENT AWARD:

NAME OF PERSON RECOMMENDED	SSN	POSITION TITLE	GRADE	
		Offset Stripper Compositor	GPK-05	25X1
		Apprentice Offset Stripper Compositor	GS-09	
		Apprentice Offset Stripper Compositor	GPK-01	
		Offset Stripper Compositor	GPK-05	